

COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

Coatesville Area Senior High School Auditorium

OCTOBER 8, 2019

(Immediately Following Committee Meetings)

OPENING ACTIVITIES

1. CALL TO ORDER AT 9:25 PM

2. PURPOSE OF MEETING

The purpose of this meeting is to approve the bills payable, and any other matters that may come before the Board.

3. READING OF MISSION STATEMENT

The mission of the Coatesville Area School District, rich in diversity and committed to excellence, is to create innovative educational experiences which are funded by the taxpayers, supported by the community, delivered by dedicated teachers and administrators, to ensure all students will become responsible, contributing global citizens.

4. ADVISEMENT

By notice of the President, Board Members are advised that all votes shall be regarded as roll call votes. The minutes should also note that public notice was given for this meeting in accordance with Act 93 of 1998, Section 1. School Board meetings shall proceed in accordance with School Board policy.

5. ROLL CALL

Board of School Directors

Robert J. Fisher, President - <i>present</i>	<i>(Education Committee)</i>
Thomas N. Keech, Vice President - <i>present</i>	<i>(Finance Committee)</i>
Henry J. Assetto - <i>present</i>	<i>(Education Committee)</i>
Tyrone Carter - <i>present</i>	<i>(Operations Committee)</i>
James Hills - <i>present</i>	<i>(Finance Committee)</i>
Robert T. Marshall, Jr. - <i>excused</i>	<i>(Education & Policy Committees)</i>
Brandon J. Rhone - <i>excused</i>	<i>(Operations & Policy Committees)</i>
Thomas Siedenbuehl - <i>present</i>	<i>(Policy Committee)</i>
Donna M. Urban - <i>present</i>	<i>(Finance & Operations Committees)</i>

Administration

Richard F. Dunlap, Jr., Ed.D., Superintendent of Schools - *present*
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning - *present*
Karen Hall, Director of Human Resources and School Board Secretary - *present*
Lisa Hauswirth, Director of Special Education - *present*
Jason Palaia, Director of Elementary and Secondary Education - *present*
Rita Perez, Director of Pupil Services - *present*

Solicitor

Michael I. Levin, Esquire - *not present*

6. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

PUBLIC COMMENT ON AGENDA ITEMS

The Board has requested all persons making comments on **agenda items** to list their name, address, telephone number and motion item(s) on the sheet provided. There is a three (3) minute limit per person. The Board does not take action or discuss items not appearing on the agenda. The Board values public comments and wishes to convey that although Board members cannot discuss items that are not on the agenda, they listen carefully and appreciate and value input from the public.

MOTION ITEMS FOR APPROVAL

Committee meeting action items considered routine will be enacted under one motion unless removed for separate action upon Board request. The purpose of the consolidated motion is to expedite Governing Board action on all consent items, which are not held for discussion. Items that have been held for discussion by the Governing Board will be enacted upon at the time the item is discussed.

CONSENT AGENDA *(Robert Fisher, Board President)*

RECOMMENDED MOTION: That the Board of School Directors approve the consent agenda items:

Items to be removed from Consent Agenda:

1. E. Human Resources Addendum
1. E. 2. c. 4) HR–New Appointment–Extra Duty: Lena McKim – Twilight/Credit Recovery Tutor

Motion: Donna Urban

Second: Tyrone Carter

Vote: 7-0-0

1. FINANCE COMMITTEE *(Thomas Keech, Chair)*

A. Financial Statements

RECOMMENDED MOTION: That the Board of School Directors approve the enclosed financial statements/bills payable list, as presented. ([Enclosure](#))

B. 2020-2021 Budget Calendar – Timeline for Events

RECOMMENDED MOTION: That the Board of School Directors approve the budget calendar for use in the 2020-2021 budget planning process, as presented. ([Enclosure #1](#)) ([Enclosure #2](#)) ([Enclosure #3](#))

C. Temporary Director of Operations - CCRES

RECOMMENDED MOTION: That the Board of School Directors approve the temporary employment of a Director of Operations through the existing Agreement of Services with CCRES at a cost of \$440/per day.

D. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leaves of absence, transfers, changes of status and corrections, as outlined below:

1. Resignations - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approve the following Resignations - Regular and Extra Duty:

a. CATSS

- 1) Houck, Carol, Food Service Secretary for the Coatesville Area School District. Letter Dated: 9/26/2019. Reason: Personal. Effective: 10/9/2019.

b. NON-CERTIFIED

- 1) Jiang, Xiaoping, Accountant for the Coatesville Area School District. Letter Dated: 9/24/2019. Reason: Personal. Effective: 11/1/2019.

2. New Appointments - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approve the following New Appointments - Regular and Extra Duty:

a. ADMINISTRATION

- 1) Messenger, Heather, Assistant Principal for Scott 6th Grade Center and the Cyber Academy. Posted: 6/19/2019. Salary: \$93,000 (prorated). Degree: BA—Psychology, Shippensburg University; MA—Counseling Psychology, Immaculata University; M. Ed.—Education and Administrative Principal Program, California University. Certifications: Administrative Principal PK-12, Educational Specialist Secondary School Counselor 7-12. Effective: 10/9/2019. SP4: Approved. Pending 168 Forms.

b. CATSS

- 1) Siddiqui, Tehmina, 2.5 Hour Cafeteria/Playground/Library Aide for Caln Elementary School. Posted: 8/26/2019. Salary: \$9.50/hour. Effective: TBD. SP4: Approved. Pending 168 Forms.

c. FEDERATION

- 1) Kilgore, Pereice, 5.5 Hour Food Service Cook for Reeceville Elementary School. Posted: 9/16/2019. Salary: \$15.60/hour (\$16.60 after 1,040-hour probation period). Effective: TBD. SP4: Approved. Pending 168 Forms.

d. EXTRA DUTY

- 1) Ballard, Douglas, Band Director for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 2) Beegle, Bernard, 7th Grade Football Coach for North Brandywine Middle School. Posted: 7/29/2019. Salary: \$2,196.75. SP4: Staff.
- 3) Bennett, Elizabeth, Co-Robotics/STEM Club Advisor for King's Highway Elementary School. Posted: 9/13/2018. Salary: \$217.50. Effective: 2019—2020 School Year. SP4: Staff

- 4) Blankley, Jaimie, Co-Student Council Advisor for Scott 6th Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 5) DiGuiseppe, Alexander, Drama Club Advisor for Scott 6th Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Ellis, Daniel, Head Lacrosse Coach for the Coatesville Area High School Campus. Posted: 8/22/2019. Salary: \$5,345.37. Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
- 7) Fidanza, Anjanette, Twilight/Credit Recovery Tutor: Spanish for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 8) Freeman-Petersen, Jesseka, Twilight/Credit Recovering Tutor: Algebra for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 9) Gamber, Claarissa, Band Director for Scott 6th Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 10) Gamber, Claarissa, Vocal Music Director for Scott 6th Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 11) Gehris, Michele, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2019—2020 School Year. SP4: Staff.
- 12) Hughes, Gabriel, Mentor for Brittany Crawford for the Coatesville Area Senior High School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.
- 13) Leyden, William, Garden Club Advisor for Reeceville Elementary School. Posted: 9/13/2018. Salary: \$435. Effective: 2019—2020 School Year. SP4: Staff.
- 14) Mangio villano, Joanna, Vocal Music Director for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 15) Murray, Megan, Yearbook Advisor for Scott 6th Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 16) Noonan, Sean, Faculty Manager for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 17) Pandosh, Elizabeth, Co-Robotics/STEM Club Advisor for King's Highway Elementary School. Posted: 9/13/2018. Salary: \$217.50. Effective: 2019—2020 School Year. SP4: Staff.
- 18) Reborn, Erin, Mentor for Kenneth Vaughn for Rainbow Elementary School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.

- 19) Rocco, Judith, Twilight/Credit Recovery Tutor: Earth & Space Science for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 20) Sayles, Mary Carol, Spanish Club Advisor for Reeceville Elementary School. Posted: 7/18/2019. Salary: \$435. Effective: 2019—2020 School Year. SP4: Staff.
- 21) Shallis, Bruce, Assistant Lacrosse Coach for the Coatesville Area High School Campus. Posted: 8/22/2019. Salary: \$3,135.75. Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
- 22) Sweeney, Dawn, Assistant Girls' Basketball Coach for the Coatesville Area High School Campus. Posted: 7/2/2019. Salary: \$4,412.25. Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
- 23) Tassoni, Joseph, Twilight/Credit Recovery Tutor: Early/Modern History for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 24) Tingle-Lewis, Rita, Mentor for Sean Pastorok for the Coatesville Area Intermediate High School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.

3. Leave of Absence

RECOMMENDED MOTION: That the Board of School Directors approve the following leave of absence requests as indicated:

a. CATA

- 1) Demos, John, Teacher for the Coatesville Area Senior High School. Effective: 9/4/2019—9/30/2019.
- 2) Peter, Susan, Teacher for King's Highway Elementary School. Effective: 10/30/2019—12/16/2019.
- 3) Pilz, David, Teacher for the Coatesville Area Senior High School. Effective: 10/17/2019—11/29/2019.

4. Creation of New Position(s)

RECOMMENDED MOTION: That the Board of School Directors approve the creation of the following extra duty position:

a. CATA

- 1) Pilot STEM/Robotics Club for Scott 6th Grade Center and North Brandywine Middle School. Effective: 2019—2020 School Year.

E. Human Resources Addendum

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leaves of absence, transfers, changes of status and corrections, as outlined below:

1. Resignations - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approve the following Resignations - Regular and Extra Duty:

a. CATA

- 1) Nice, Jim, Special Education Teacher for the Coatesville Area Intermediate High School. Letter Dated: 10/4/2019. Reason: Personal. Effective: 10/4/2019.
- 2) Robinson, Stephanie, Special Education Teacher for Scott 6th Grade Center. Letter Dated: 10/2/2019. Reason: Personal. Effective: 10/16/2019.

b. CATSS

- 1) Grant, Dianne, 3 Hour Cafeteria/Playground/Library Aide for East Fallowfield Elementary School. Letter Dated: 10/3/2019. Reason: Personal. Effective: 10/3/2019.

2. New Appointments - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approve the following New Appointments - Regular and Extra Duty:

a. ADMINISTRATION

- 1) Buschan, Kathryn, Special Education Supervisor for the Caln Elementary School. Posted: 6/12/2019. Salary: \$91,500 (prorated). Degree: BA—Marketing, Pace University. MS—Special Education, Dominican College. PhD—Special Education Leadership, Capella University. Certifications: Supervisor of Special Education PK-12, Principal K-12. Effective: TBD. SP4: Approved. Pending 168 Forms.

b. CATA

- 1) McGuirl, Tara, Special Education Teacher for the Scott 6th Grade Center. Posted: 9/24/2019. Salary: \$57,831 (prorated). Level: M. Step: 8. Temporary Employee Contract. Degree: BS—Elementary and Early Childhood Education, Kutztown University. MA—Educational Leadership, Immaculata University. Certifications: Special Education PK-12, Early Childhood N-3, Elementary K-6 and English 7-12. Effective: TBD. SP4: Approved. Pending 168 Forms.

c. EXTRA DUTY

- 1) Chain, John, Twilight/Credit Recovery Tutor: Language Arts for the Coatesville Area Intermediate High School. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.

- 2) DelGrippe, Kristen, Twilight/Credit Recovery Tutor: Health/PE for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 3) Domsohn, Tricia, Twilight/Credit Recovery Tutor: Language Arts for the Coatesville Area Senior High School. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 4) McKim, Lena, Twilight/Credit Recovery Tutor: Early American/European History for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.

Motion: James Hills

Second: Tom Keech

Vote: 6-0-1
Abstained: Assetto

- 5) Warren-Ward, Octavia, Twilight/Credit Recovery Tutor: Biology for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.

3. Leave(s) of Absence

RECOMMENDED MOTION: That the Board of School Directors approve the following Leave(s) of Absence as indicated:

a. CATA

- 1) Demos, John, Teacher for the Coatesville Area Senior High School. Effective: 9/3/2019—12/20/2019.
- 2) Chavous, Bryant, Teacher for the Coatesville Area Intermediate High School. Effective: 1/6/2020-3/20/2020.

b. CATSS

- 1) Grant, Dianne, 3 Hour Cafeteria/Playground/Library Aide for East Fallowfield Elementary School. Effective: 9/6/2019—10/3/2019.

Motion: James Hills

Second: Tom Keech

Vote: 7-0-0

F. 2011 Early Retirement Incentive Program (ERIP)

RECOMMENDED MOTION: That the Board of School Directors approve the following action items regarding the 2011 ERIP:

1. Termination of benefits to former employees who were not entitled to be part of the Program;
2. Create a plan to recoup the paid monies;
3. Report the facts to the District Attorney's Office without delay.

Motion: Tom Siedenbuehl

Second: N/A

No Vote: Motion Failed

2. OPERATIONS COMMITTEE (Committee Chairperson)

A. 3CTVLive.com - Permission to Broadcast – October 11, 2019

RECOMMENDED MOTION: That the Board of School of Directors approve the request for permission to broadcast the October 11th football game vs. Bishop Shanahan, as presented. ([Enclosure](#))

B. Request to Waive Fees – Coatesville Area Aquatics – C.A.S.H. Swimming Pool

RECOMMENDED MOTION: That the Board of School of Directors approve the request to waive fees in the amount of \$45,552.50 for use of the swimming pool from Monday through Thursday, from 5:00 - 7:15 p.m., October 10th through June 2020. The program will be held during normal working hours. ([Enclosure](#))

C. Request to Waive Fees - Out-of-the-Box Robotics Mentoring – C.A.S.H.

RECOMMENDED MOTION: That the Board of School of Directors approve the request to waive fees in the amount of \$21,340 for classroom use from July 1, 2019 through June 30, 2020, Monday through Friday from 6:00 to 10:00 p.m. and on the weekends from 8:00 a.m. to 4:00 p.m. for robotics mentoring. ([Enclosure](#))

D. Request to Waive Fees – Parents Music Club Spaghetti Fundraiser – C.A.S.H. Cafeteria

RECOMMENDED MOTION: That the Board of School of Directors approve the request to waive fees in the amount of \$698.50 for use of the cafeteria on October 17, 2019 from 2:30 - 8:00 p.m. for a spaghetti dinner fundraiser. This event will be held during normal working hours. ([Enclosure](#))

PUBLIC COMMENT

The Board has requested that all persons making comments of public concern to list their name, address, telephone number and topic(s) on the sheet provided. There is a three (3) minute time limit per person.

- 1) Deborah Thompson

INFORMATION ITEMS

ADJOURNMENT

This meeting was adjourned at 9:41 p.m. on a motion by Tom Keech and seconded by Tyrone Carter.

Karen M. Hall, School Board Secretary

Anyone wishing to view the video of this meeting may do so by visiting our website.